



HOW-TO GUIDE

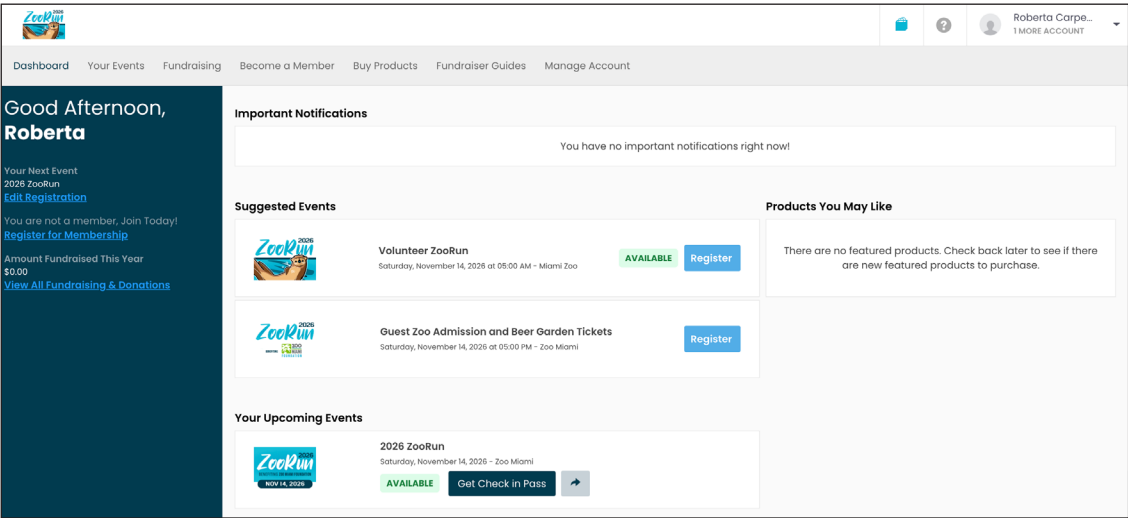
Using Your Fundraising Account

Learning how to utilize your
Fundraising Account

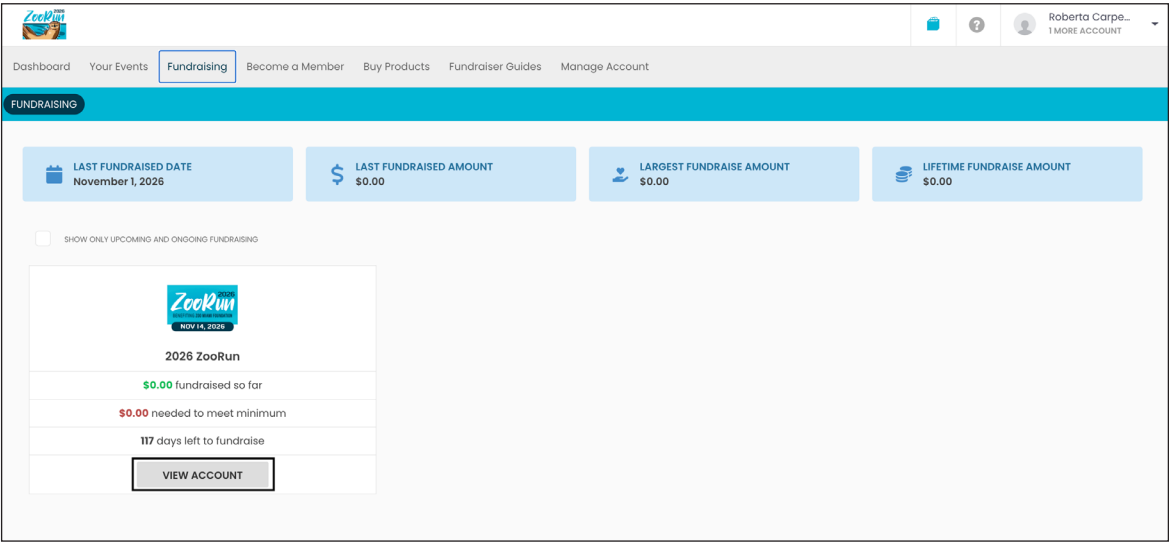
USING YOUR FUNDRAISING ACCOUNT

As a fundraiser, you'll get access to a powerful fundraising account to help you raise money. Here are some highlights on using your fundraising account:

1. **Logging in** – When logging into your Participant account you will see your Dashboard.

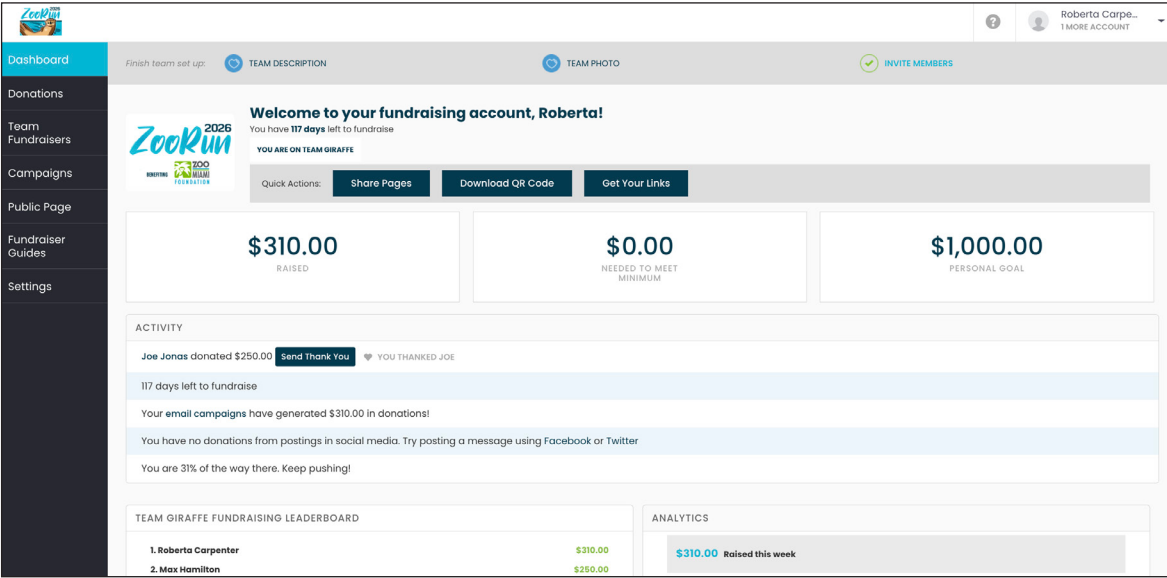


To view your Fundraising Account you will click on the ‘Fundraising’ tab and then click View Account



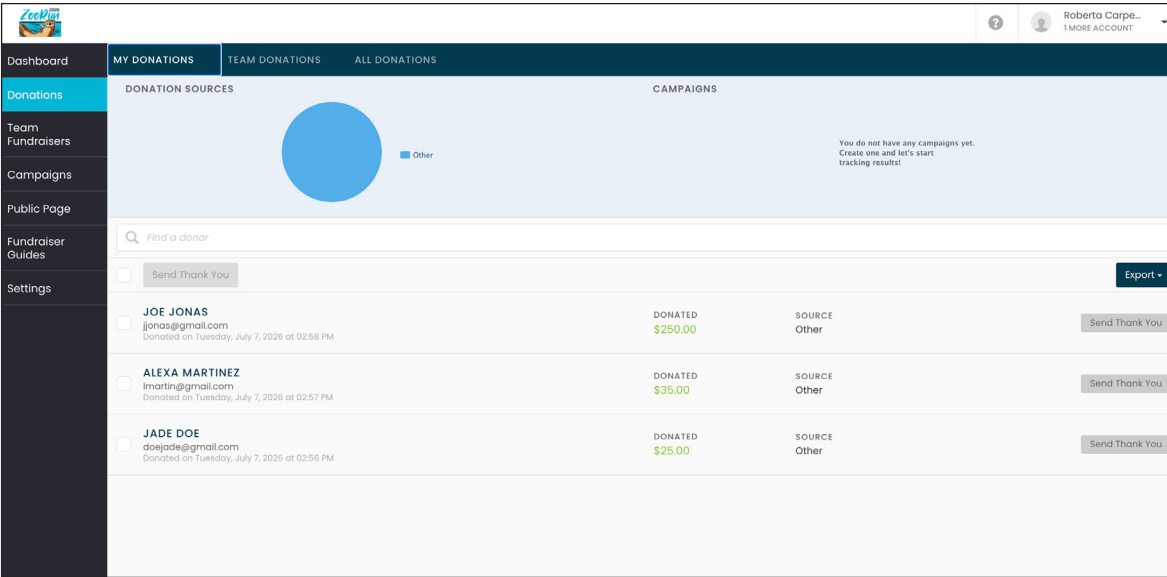
2.

Dashboard – Here you’ll see links to your fundraising page and personal donation page. You can choose to send those links via email or text. You’ll get a feed of your account activity and the option to share your efforts on social media and via email.



3.

Donors – In this tab, you’ll be able to see a list of all supporters, track donation sources, and easily thank those who have donated via the “Donors” tab.



4.

Team Fundraisers – If you create or join a team, by navigating to TEAM FUNDRAISING you can Invite friends, family, co-workers to join your cause and your team. All you need to do is click on INVITE PEOPLE and start sending invites directly from the platform. You can also copy the link and send it from your email/social platforms to all your contacts!

Team Fundraisers	Roberto Carpenter	RAISED	COMMITMENT	NEEDED	
	testingmail@gmail.com Registered for Zookun5K	\$310.00	\$0.00	\$0.00	
	George Hayes	RAISED \$250.00	COMMITMENT \$0.00	NEEDED \$0.00	Options
	johnny@doe.com Registered for Zookun5K				
	Max Hamilton	RAISED \$250.00	COMMITMENT \$200.00	NEEDED \$0.00	Options
	max@max.com Registered for Zookun5K				

5.

Campaigns – Use the email campaign feature to spread the word about your fundraising efforts and make sending emails easy!

Your Campaigns	OPENS	DONATIONS	DONATION AMOUNT	
Create New				
Friends and Family	2	0	\$0.00	Duplicate
Sent to 6 contacts launched on 07/07/2026				

6. **Public Pages** – Your Public Page helps you bring a personal touch to your fundraising efforts. It’s where you’ll be able to increase your personal fundraising goal, change your page name, and add your own photos and videos.

Dashboard

Donations

Team Fundraisers

Campaigns

Public Page

Fundraiser Guides

Settings

TEAM PAGE

YOUR PAGE

YOUR UPDATES

CHANGE YOUR BANNER PHOTO

Preferred size should be 1600x500 pixels

Upload Image

CLEAR IMAGE

ADD OR UPDATE YOUR PROFILE PHOTO

Preferred size should be 358x250 pixels

Upload Image or Video

CLEAR IMAGE

ADD PHOTOS OR VIDEOS TO DISPLAY

Preferred size should be 358x250 pixels, images are limited to 10MB or less, videos are limited to 100MB or less

DRAG FILE HERE OR

choose file

* PAGE NAME

Fundraising Page of Roberta

* FUNDRAISING PAGE URL

Your URL can only contain letters, numbers, and dashes and must be less than 100 characters. If you have previously shared your URL and change it the old links will no longer be valid.

https://fundraisers.stg.hakuapp.com/roberta-carpenter

Save

Copy

Preview of page

NEED HELP?

Roberta's Fundraising Page

Only 117 days remaining to help Roberta reach her fundraising goal

\$310.00 raised

\$1,000.00 goal

Donate Today

Want To Help?

Register To Participate

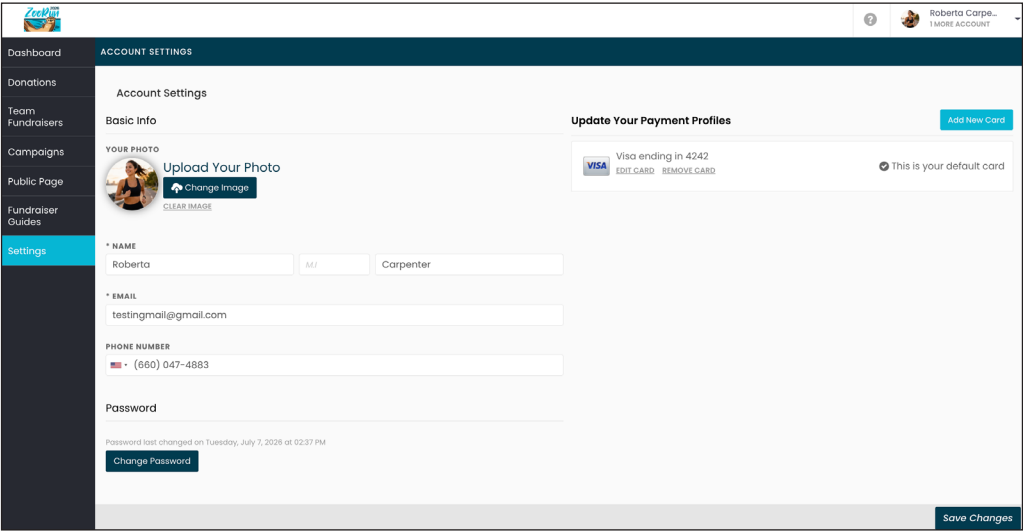
Story

Supporters

Team of Roberta

A MESSAGE FROM Roberta

7. **Settings** – In the Settings tab users are able to upload a photo of themselves, change basic settings, and reset a password.



8. **Support** – Accessing Support is at your fingertips in your fundraising account. If you have any questions, haku offers multiple options to reach someone willing to help. Call or email, all from your fundraising account.

